

Minutes
GENERAL EMPLOYEE SAFETY COMMITTEE
April 19, 2018
City Hall 3rd Floor Conference Room
212 SW 9th Street
1:30 P.M.

The meeting was called to order by Vice Chair Britt Hubbard at 1:36 p.m.

1. ROLL CALL

MEMBERS PRESENT:

Chew Allen, WWM/WWC	George Kroboth, SEWTP
James Bearbow, Streets	Wade Lewis, MPWTP
Jim Bonnarens, P&R	Jeffery Mowry, Equipt Maint
Candy Brown, Safety & Risk Officer	Lyna Neal, WWTP
George Farris, Drainage	Don Schaefer, Electronics
Bobby Finley, WD	Lindsay Tate, Police Tech
Britt Hubbard, SSC	
Marlon Johnson, SWC	

MEMBERS ABSENT:

Michael McCollum, Landfill*
Roy Rodrick, AW*

*excused

** unexcused

OTHERS PRESENT:

2. MINUTES

A. Approval of minutes of March 15, 2018
Motion by: James Bearbow Second by: George Kroboth
Ayes: All Nays: None Motion Carried.

3. OLD BUSINESS

None

4. NEW BUSINESS

A. New Chair

Britt Hubbard was nominated for Chair and accepted with a unanimous YES vote. Wade Lewis was nominated for Vice Chair and accepted with a unanimous YES vote.

B. Change in Reporting Procedure for Injuries

United Safety & Claims now requires pictures on injuries, cuts or broken bones. Take picture of scenario if there are HIPPA concerns. Take action when accident or injury happens. There may need to be an investigation. The vehicle form does not have a pedestrian option. There is a non-employee incident form on the P drive in the Safety Folder.

C. Video Training Refresher

The Step-by-Step Safety Video Rental Plan was provided and reviewed. Candy Brown also did a walk through. Password is case sensitive and do not click "save" option. The viewer access code is for watch only, you cannot download. The Trainer Guide has a test that can be given to ensure employees watched video(s). Candy Brown can view how many divisions are using the video training. Brown urged everyone to use it since we are paying for it and costs less than in class trainings. If needed, the training laptop in HR can be checked out just notify Brown if available. Videos can be viewed on personal laptops and cell phones at work. Brown will check with IT if employees can donate laptops. Not all divisions have internet connections or hot spots. Brown can order a DVD for 2 weeks. Public meeting #3 can be reserved just check with Brown for availability. Some divisions have their own trainings.

1 hour training credit for those attending this meeting.

5. **COMMUNICATION/DISCUSSION:**

Updated GESC contact list was provided and reviewed. Revised list will be emailed once edits are complete.

6. **ADJOURNMENT**

A. Motion to adjourn the meeting by: Jeffery Mowrys Second by: Wade Lewis

Ayes: All Nays: None

Meeting was adjourned at 2:30 pm